

**PLANNING COMMISSION**  
**WEDNESDAY, APRIL 14, 2021**



**6:00 PM**  
**AGENDA**

- I. 6:00 PM CALL TO ORDER - ROLL CALL**
- |                       |                               |
|-----------------------|-------------------------------|
| Olive Gallagher       | Breanne Tusinski              |
| Jerry Greenfield      | Jennifer Willard – Vice Chair |
| Ron Heberlein         | Aaron Woods                   |
| Kamran Mesbah – Chair |                               |

**PLEDGE OF ALLEGIANCE**

**CITIZEN'S INPUT**

This is the time that citizens have the opportunity to address the Planning Commission regarding any item that is not already scheduled for a formal Public Hearing tonight. Therefore, if any member of the audience would like to speak about any Work Session item or any other matter of concern, please raise your hand so that we may hear from you now.

**ADMINISTRATIVE MATTERS**

- A. Consideration of March 10, 2021 Planning Commission Minutes

- II. 6:15 PM WORK SESSIONS**
- A. Middle Housing (Pauly) (45 Minutes)

- III. 7:00 PM INFORMATIONAL**
- A. City Council Action Minutes (March 1 & 15, 2021)  
(No staff presentation)
- B. 2021 PC Work Program  
(No staff presentation)

- IV. 7:15 PM ADJOURNMENT**

*Timeframes for agenda items are not time-certain.*

Public Testimony

The Commission places great value on testimony from the public. People who want to testify are encouraged to:

- Provide written summaries of their testimony
- Recognize that substance, not length, determines the value of testimony
- Endorse rather than repeat testimony of others

For further information on Agenda items, call Miranda Bateschell, Planning Director, at (503) 570-1581 or e-mail her at [bateschell@ci.wilsonville.or.us](mailto:bateschell@ci.wilsonville.or.us).

Meeting packets are available on the City's web site at <https://www.ci.wilsonville.or.us/meetings>

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting. The City will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting:

- \*Qualified sign language interpreters for persons with speech or hearing impairments
- \*Qualified bilingual interpreters.

To obtain services, please call Tami Bergeron, Planning Administrative Assistant at (503) 570-1571



# **PLANNING COMMISSION**

## **WEDNESDAY, APRIL 14, 2021**

### **I. ADMINISTRATIVE MATTERS**

- A. Consideration of the March 10, 2021 Planning Commission Minutes

**PLANNING COMMISSION  
WEDNESDAY, MARCH 10, 2021  
6:00 P.M.**

**Wilsonville City Hall  
29799 SW Town Center Loop East  
Wilsonville, Oregon**

*DRAFT PC Minutes to be  
reviewed and approved at the  
April 14, 2021 PC meeting*

**Minutes**

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**I. CALL TO ORDER - ROLL CALL**

Vice Chair Willard called the meeting to order at 6:15 p.m. Those present:

Planning Commission: Jennifer Willard, Ron Heberlein, Aaron Woods, Breanne Tusinski, and Olive Gallagher. Kamran Mesbah and Jerry Greenfield were absent.

City Staff: Miranda Bateschell, Ryan Adams, Daniel Pauly, Zach Weigel, Kim Rybold, and Phillip Bradford

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**CITIZEN'S INPUT** - This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

**ADMINISTRATIVE MATTERS**

A. Consideration of the February 10, 2021 Planning Commission minutes  
The February 10, 2021 Planning Commission minutes were accepted as presented.

**II. WORK SESSION**

A. I-5 Pedestrian Bridge (Weigel)

Miranda Bateschell, Planning Director, noted the I-5 Pedestrian Bridge had been identified in the Transportation System Plan (TSP) as a key project to increase connectivity throughout the city from a multimodal perspective, and particularly to connect the Transit Center on the west side of I-5 to the Town Center, employment areas, and residential areas on the east side of I-5, thus bringing the Town Center vision to life. The community had also identified a desire for a plaza or public open gathering space located at the eastern landing of the pedestrian bridge and Town Center. After several work sessions and input from the Planning Commission, City Council, and the community, the designs had moved along, and she was excited for the project team's presentation.

Zach Weigel, Capital Projects Engineering Manager, introduced project team members Bob Goodrich from DOWL, as well as Alex Dupey and Melissa Erikson with MIG, noting that after presenting the feedback from the September meeting with the Commission, the City Council identified the Tied Arch bridge as the preferred design and also agreed with combining elements from the Drops and Ripples and River Oxbow concepts into one design. Staff was excited to share what the design team had come up with and how they had incorporated all of the feedback received.

Melissa Erikson, MIG, stated she was excited to present the project update, which would be focused on three areas, the bridge overview, the plaza overview, and the general project direction. Tonight's presentation would demonstrate how feedback from the Commission, the City Council, and the public had been manifested in the 30 percent plan set submitted to the City in February.

The project team presented the Wilsonville Town Center I-5 Pedestrian Bridge and Plaza update [title slide 1] via PowerPoint, reviewing the bridge design overview as well as customization options, the Plaza design overview and direction, and the general project direction.

The project team sought further feedback and invited the Commissioners to discuss which design elements or options best represented the project themes, feedback, and design direction provided by the public, Planning Commission, and City Council. (Slide 22)

Discussion and feedback from the Planning Commission included the following key comments with responses to Commissioner questions as noted:

#### Bridge Lighting

- Ms. Erikson noted that Oregon Department of Transportation (ODOT) requirements and safety considerations were being balanced with the idea of preserving Dark Sky to ensure there was enough foot-candles for people to properly pass over the bridge while still preserving the elements of nature.
  - Mr. Weigel added the City did have a Dark Sky policy when it came to street lighting, so it was a consideration for the bridge. However, outreach and research had shown that the lighting was the number one concern regarding the bridge elements.
- Ms. Erikson agreed graffiti was always an issue and something to keep in mind when considering bridge materials and coatings, which could make cleaning easier.
  - Mr. Weigel added that the City's Public Works Department had been involved with reviewing the bridge design and was a resource for what products did and did not work regarding graffiti.
    - He was not aware of much, if any, graffiti on the I-5/Wilsonville Road Freeway underpass art project, but he would follow up with the Public Works Department for more information.
- Commissioner Heberlein stated the kids' community art project was powerful and perhaps one of the reasons no vandalism had been seen. He suggested utilizing a similar concept on the walls of the landings, for example, to both promote art in the community and give the kids an opportunity to be part of the design, making the bridge more of a whole city project.
  - Alex Dupey, Consultant, MIG, added there would be consideration for art within the Plaza, whether an installation or other types of elements. Reducing the number of walls as much as possible to not have the canvas for graffiti and ensure exposed walls were able to be maintained was a goal.
- Mr. Dupey confirmed an external public survey was done regarding the bridge lighting, the feedback from which favored showcasing the bridge's architecture, as well as making a statement for Wilsonville. He added that the color of the bridge would also impact the lighting palette and was a consideration for addressing the public interest in having a well-lit bridge.
- Vice Chair Willard said she liked the idea of the blue and green colors pulled from the Wilsonville logo. The bridge in Woodburn had a different style that allowed for more elaborate, vibrant colors, which were more than what Wilsonville's bridge design needed.
- Ms. Erikson clarified that she did not believe motion detection lighting had been discussed. The lighting for the walking path on the bridge would either be constant or on at set hours, depending on the City standards and ODOT requirements.
- The Commissioners agreed the outside illuminated bridge structure was more for anybody passing underneath or by the bridge, not necessarily for the people using the bridge. Creatively utilizing alternate LED lighting on the path would be fun for the people actively using the bridge.
  - The project team confirmed LED lighting was flexible in terms of the quality and color of the light, which would certainly allow for changing the lighting palette with varying colors to signify different things, like during the holidays.
- The bridge color should not be distracting to drivers and a white bridge would also provide flexibility for color with changing LEDs without being distracting for drivers.

- The Commissioners expressed their approval of the Tied Arch bridge design, which would be iconic with the white bridge color and ability to change LED colors.
- Commissioner Gallagher added that whatever lighting elements were chosen, they should be easily replaced and easily enhanced to avoid financial issues in the future.

#### Protective Screening

- The Commissioners agreed the screening should be simple with a natural, flowing look, as in Examples 1 and 3 (Slide 17), to complement the rest of the bridge, as well as the Drops and Ripples and River Oxbow concepts of the plaza. Example 4 with the fish was beautiful, but might be too obstructive.
- Mr. Weigel asked the Commission to consider whether the bridge structure itself should be at the forefront, with the safety fencing fading into the background or had a more supportive role as the design element, or if the screening should stand out ornamentally, potentially detracting from the form of the bridge.
  - The Commissioners agreed the bridge should be the focus, and that design elements like the fish in Example 4 should be incorporated in other areas, such as the landing walls or the walkways.
- Following further discussion, Mr. Dupey summarized that there should be a balance between the bridge design and the amenities involved, such as the screening, so that they complemented one another. Another key consideration was the perspectives that would be experienced by the various users, including bicyclists and pedestrians, and those viewing from a distance, like motorists.

#### Plaza

- Ms. Erikson explained the tiered areas with the slight elevation change shown on Slide 35 would more than likely be planted as opposed to being lawn, as it could not be mowed. The section on the east side was a flush mow band with a more continuous surface that might become a meditation path that kids would use or people would walk.
- Areas within the Plaza should have as much functionality as possible. The big black rocks were wonderful and would encourage a lot of use.
- Overall, the designs were sensational and included many amenities that would be inviting and comforting, which would be a great addition to the city.
- Some Commissioners requested that the presentation be provided ahead of time to allow time for review and to provide good, concrete feedback.
- The designs were beautiful; there was a lot going on without the areas seeming busy. The green wall design was stunning and very "Instagramable" which might bring in a lot of young people for just that reason. (Slide 32)
- Seeing the pictures helped to better illustrate the specific areas and the potential of the Plaza area.
- Concern was expressed about the Plaza's proximity to I-5 and the lack of sound dampening to create a peaceful area for people to enjoy. The goal was to make the Plaza functional and fun, but the noise from I-5 could impact how much people actually used the Plaza.
  - Ms. Erikson noted the cluster of rocks proposed in the Cascade Plaza and some of the other topography would help create a buffer to help cut the noise, but noise was a concern of the project team as well.
  - Commissioner Gallagher noted that after living near I-5 for a while, she pretended that it sounded like a loud water fall and after a while it could not be heard. She suggested a water feature on the west side might help buffer the sound.
    - Ms. Erikson noted that while the project team had not planned a water feature, it was considering some ideas regarding the drainage as it came off the bridge with a potential slot drain that would go into the fern wall or to have a drop that would create cascading water during a rain event. The intent was to have the Plaza be a place where people came when it did rain, because it was different when it rained, though it would be lovely all the time.
  - Having covers on some of the benches near the large black rocks was suggested to enable people to stop and sit in the rain.

- Ms. Erikson confirmed that the undulating path in the low mounds area was intended more for pedestrian strolling, rather than biking. There would be people who would bike on them, as the paths were all level, but the areas would be planted rather than lawn which should keep bicyclists from traversing through those areas.
- Ms. Erikson noted the trees near I-5 were intended to provide more of a screening, as the area was all flat and level, so there was not a lot stopping the sound. The intent was to try to berm up the edge to a certain extent and plant it to provide a bit more screening; however, too much screening would become a safety issue. The project team was still refining the area. (Slide 28)
  - Mr. Dupey clarified a sound wall might be a consideration as a broader question with the Town Center Plan which would consider how the adjacent areas might develop over time since visibility for those sites might need to be considered.

#### B. Town Center Streetscape Plan (Bradford)

Miranda Bateschell, Planning Director, noted the Town Center Streetscape Plan was at an interesting phase where great work had been done integrating community input before being presented again to the Commission for further refinement. Feedback from the Commission on the three previously presented designs for the streetscape had gone to City Council and back out to the community for input, and the presentation this evening would unveil a hybrid approach on a preferred concept for the Commission's feedback that would serve as the foundation for the Streetscape Plan in Town Center. She reminded that the Town Center Plan had a mix of different types of uses and density areas, including a number of open spaces.

One key goal of the Town Center Plan was to provide a harmonious design, which was founded within the public realm which was part of the streetscape. The Streetscape Plan was important in that it set the foundation and theme to create a harmonious design throughout Town Center.

Philip Bradford, Associate Planner, introduced project team members City Senior Planner Kim Rybold and Ben Weber of SERA Architects. He provided a brief update on the work done since the November Planning Commission meeting, noting the project was introduced to City Council in February, stakeholder interviews were conducted, and the project concepts had been refined based on the feedback received. The Streetscape Plan had undergone one Technical Advisory Committee review, and another public forum was held on February 9, and outreach questions similar to those asked in the forum were posted on *Let's Talk Wilsonville!*, which was open from February 11 to 26.

Ben Weber, Project Manager, SERA Architects, presented the Town Center Streetscape Plan via PowerPoint, highlighting the project's background and reviewing the schedule, the Planning Commission's role in the project, the preliminary design concepts, community engagement, the recommended combination of the River and Technological concepts, as well as the next steps.

The Commission provided feedback on the Town Center Streetscape Plan, responding to two questions posed by the project team as follows:

- Do you support the recommendation to move forward with the River Environment focused concept with elements of Technological Innovation?
  - Commissioner Woods stated he supported the concept and was glad to see the response to the feedback from citizens about incorporating the River Environment and Technological Innovation concepts, which spoke to Wilsonville as a city moving forward, particularly with regard to the technological piece, but also the river as heard from the citizens.
  - Commissioner Heberlein noted that while he fundamentally liked the concept, it was still very early to provide feedback without specific concrete examples of how the elements would look and how the themes would be fused together to understand the vision desired. He could see potential for the concept being done well, but also potential for where themes could clash. Overall, he was not opposed to the idea of combining the concepts, but he was curious how the themes would flow together.

- Commissioner Tusinski said she liked the River Concept, but agreed that more concrete examples were needed to provide clarity on how the Technological concept would flow with the River Environment. She believed it could be a beautiful concept, and noted that having the Technological Innovation in the downtown business area could be interesting.
- Vice Chair Willard said as a newer Oregon resident working in the tech industry, she did not associate Wilsonville with technology as much as others. Although she did not see anything she disliked overall, she preferred a higher emphasis on River and a lower emphasis on Technology, adding the city seemed more like a modern river community, so it was more about a modern piece than a technological piece. The River Environment seemed more connected to Wilsonville.
- Commissioner Gallagher said she believed the proposed plan was a good beginning, and she agreed with the idea of focusing on the river.
- Commissioner Heberlein added that with the Town Center's large size, there was potential for significant cost to have all of the customization throughout the entire Town Center region. He expressed concern about how to support the theme throughout the Town Center without a significant cost outlay and overburdening the taxpayers.
  - Mr. Weber confirmed the project was not yet at the point of applying the street design concept to any specific locations, but that was the next step in the coming months.
- To limit costs where possible, which elements of the streetscape (motive space, gathering areas, landscape, public art, other) and which specific street locations should be prioritized for higher levels of design and investment?
  - Commissioner Gallagher noted she was uncertain about choosing the right places to enhance. She believed the plaza at the I-5 Pedestrian Bridge should be constructed before moving out and changing other street elements around the plaza in order to keep the changes cohesive, rather than choosing a particular site to work on.
  - Kim Rybold, Senior Planner, explained the Gateway Plaza was one specific project that was part of the Town Center Plan that would be built depending on when money was available for construction. Because it was a City-owned parcel, the City had a bit more control over the timing and implementation of how that would occur. Implementing the streetscape elements was unique in that some might be related to other implementation projects in the Town Center Plan, but there was not always control over the timing as to when the Streetscape Plan would be referred to and utilized because other pieces could come in if development or redevelopment occurred on a particular property. The Plaza would likely be constructed first before the surrounding areas, but the City wanted to be well positioned to address opportunities for other implementation projects in the Town Center Plan, so it was important to address these high-level concepts together now, because they would interplay with one another. At this time, feedback was needed on what specific areas should be prioritized to get the biggest level of shine in light of cost considerations, even if development did not occur for another five years.
  - Commissioner Tusinski said she believed the focus should be on areas with high pedestrian traffic, and perhaps where most of the business fronts would be located. Anything absolutely stunning and beautiful that was developed should be along the main promenade area; having that central focus would hone everything in.
  - Vice Chair Willard agreed, noting the intersection indicated by the blue star seemed like a logical place to put some of the investment. She also encouraged deliberately sprinkling focal points on the local streets to draw pedestrians off the main strip and encourage that circulation.
  - Commissioner Heberlein agreed with having a main street focus in terms of the high-traffic areas and having the highest density of features on the main street, but dispersing some of the features on the local streets to create a connection to the overall area.
  - Commissioner Woods agreed the main street should be the primary focal point to give consideration to what businesses and people would be drawn to that area. He liked the vegetation shown in prior presentations that separated the main street area. While more money should be allocated to the main street, drawing attention to the side streets to help draw people to those areas was an important

challenge for the designers. He agreed the center area should be the primary area to focus on and invest in.

- Ms. Bateschell clarified there was no need to prioritize places specifically, because the intent was that as the network of streets was built out over time throughout the Town Center, all would be built consistent with the Streetscape Plan. Each street would include features from the Plan, which would outline the street cross-sections in more detail with all of the desired elements and provide direction to create a cohesive public realm and environment across all of the streets in Town Center. The goal was to get a sense of the places the Planning Commission wanted to discuss more or review as the plan moved forward, such as what the main street would look like; perhaps a few additional features or an extra element that was a bit more costly would be integrated on the main street to differentiate it from the other cross-sections. It was not a question of which streets would be included or not, but what places the Commission wanted to discuss more or would want to prioritize if money was tight.
- Mr. Weber added that certain streets, whether existing or proposed, were viewed as signature streets or framework projects to think about constructing to a greater degree of completion from start to finish rather than parcel-by-parcel redevelopment. Examples included Park Place into the Town Center Park and the Park Place Extension south to Wilsonville Rd. The local streets represented by gray dashed lines would not necessarily go exactly as they were shown on the map, but the goal was to anticipate enough flexibility for the functionality and appearance of those local streets, which would likely have lower traffic, driveways, and service functions. A density of features was intended to enhance the main street as a signature road or places like the promenades as inviting safe spaces that were for mobility, but also for gathering, open space, and nature-in-the-city type features. These were the goals being considered for the Town Center streets overall and thinking about which should be emphasized in different locations. (Slide 19)

Ms. Rybold noted the sitting rocks had been included in an earlier Town Center concept and were considered public seating and/or public art. They would be a great theme to carry from the Gateway Plaza through in some of the smaller gathering spaces in Town Center.

### C. Middle Housing (Pauly)

Miranda Bateschell, Planning Director, noted the purpose of tonight's presentation was to ask the Commission some high-level questions, as well as provide updates on what information was gleaned in the last month from the project team's outreach to community members and key stakeholders in the development community. Discussing what success looked like with the Commission would inform policy choices over the next couple of months. She thanked the Commissioners for their patience in working through the challenging topic in a thoughtful and inclusive way even with the tight timeline.

Daniel Pauly, Planning Manager, presented the Middle Housing in Wilsonville update via PowerPoint, reviewing key takeaways from the public outreach conducted to date with regard to different areas of the city and next steps regarding the project.

- He highlighted the feedback from a meeting held with Old Town residents the prior evening, noting some residents advocated for as little change as possible, but in separate conversations outside the meeting, others expressed interest in potential middle housing. As the neighborhood was open to the idea of a legislative rezoning, the City would continue to explore building on existing Old Town single-family design standards to encourage a similar look, feel, and function of the neighborhood, as well as continuing to develop the new Old Town residential zone and prepare for a potential legislative rezoning.

The Planning Commission responded as noted to the following prompts posed by Staff to provide a deeper level of input on middle housing in Wilsonville:

- Imagine you leave Wilsonville and return in 20 years. The City's middle housing code has been successful! As you walk in Frog Pond or other neighborhoods, you really like what you see. What do you see?



- A future Wilsonville would have a variety of housing, where newer, modern homes blended in very well, including in places like Old Town, and met the needs of the city's diverse and changing community, specifically middle housing with duplexes and neighborhoods with some triplexes. Additionally, diverse communities would be able to afford that housing.
- Frog Pond East and South would be the first neighborhoods visited to see how those areas had been built out, particularly with middle housing.
- Neighborhoods would have a continuity of design and architecture, rather than a mish-mosh of elements, to preserve the intended feeling of the neighborhood, like in Old Town, despite different types of homes. Certain design elements could be required to achieve this.
- All neighborhood residents would have a sense of inclusion and belonging throughout the entirety of Wilsonville, where triplexes and single-family homes all fit together regardless of the area of the city, rather than having single-family homes in the nicer part of town.
- All residents would have access to a nice park or other natural element with trees and greenery.
- Middle housing would not be successful in the city, particularly in Frog Pond West, unless something different was done. Changing a neighborhood was very difficult, as there might be only one or two turns of buying and selling over a 20-year period. Decisions for Frog Pond West had already been cast by the developers with no public will to change them, which would impact the success of middle housing in the future. Frog Pond East and South were already designed for more dense, affordable housing, which might not always be middle housing.
- Middle housing would not occur organically. Incentives would be needed because there would be no market support.
- Ms. Bateschell responded that was still a policy question for the Commissioners to discuss and then direct Staff to consider certain things if they wanted to pursue more. She encouraged the Commissioners to push through such challenges and share what they would envision if certain policy choices were made to make the middle housing code successful.
- Commissioner Heberlein confirmed his vision of success mirrored that of the other Commissioners, a harmonious neighborhood that went together with the features everybody wanted versus pockets of very expensive, nice-looking areas intermixed with those that were less nice.
  - As he had stated all along, to truly succeed, the City must be willing to make a difficult change and change the direction in Frog Pond West as well. If not, he was not sure if Wilsonville could truly meet the goal of equitable housing.
- Developers in Frog Pond West were already in place and forging ahead, developing as agreed and contracted. It was very difficult to change a neighborhood. In 20 years, there might be one, possibly two, turns of people owning and selling homes in a neighborhood. It was difficult to come into a single-family development and start creating density, because people are attracted and move into an area based on how it looks, and it was very challenging when things change all of a sudden. The challenge was how to legally ensure what developers focused on moving forward.
- The variety of housing in Villebois was attractive and fascinating, but success would be seeing more duplexes and subtle triplexes sprinkled throughout larger, single-family home areas, rather than being so polarized in any one neighborhood.
- What additional guidance did the Commission have based on the initial feedback from the community, including developers?
  - The City would need to incentivize, even in Frog Pond East and South, to get to the middle housing numbers being sought.
  - Until a discrete goal was defined to measure of the success for middle housing, such as the number of units generated, it was difficult to define a plan to execute and be successful.
    - Adding five middle housing units in all of Frog Pond would be doable, but adding 200 units would take a significant lift and a significant financial lift from the City to achieve.

- If the City was currently at 7.5 percent middle housing, what was the target? If the goal was to add as much middle housing as possible, what was that number? Defining those numbers would be a smart place to start.
- Defining objectives was part of planning. The objectives for middle housing needed to be further defined as far as what would be considered successful.
- Knowing the numbers to achieve success was important, but different lifestyles were also important to consider. People who want to be in a larger or single home have a different lifestyle than someone wanting to live in a townhouse. The surrounding services that would feed those lifestyles must be considered and were pertinent to where development occurred.
  - It was more than just the square footage of a home, but the neighborhood and the surrounding amenities. Where a home was located in the city would determine whether a buyer could have their desired lifestyle in Wilsonville, which might not be in Frog Pond, but in Old Town.
  - More discussion was needed on the consideration of services and amenities around a neighborhood and whether they could support the desired lifestyle of its residents.
- What outstanding questions did the Commission have from previous work session topics, discussion, or materials?
  - Vice Chair Willard understood the resounding issue was to define the stated goals as well as the surrounding metrics.

## II. INFORMATIONAL

### A. City Council Action Minutes (February 1 & 18, 2021) (No staff presentation)

Commissioner Heberlein asked if there had been any discussion regarding the Town Center redevelopment options that might open up due to Fry's Electronics closing.

Miranda Bateschell, Planning Director, reported that Staff had been extremely busy responding to multiple phone calls about the property, the Town Center Plan, the Town Center zone, and what Fry's closing meant for the potential reuse and/or redevelopment of the site. A wide variety of questions had been received related to the closure, and people were talking with the property owner.

### B. 2021 PC Work Program (No staff presentation)

There were no comments.

## III. ADJOURNMENT

Vice Chair Willard adjourned the regular meeting of the Wilsonville Planning Commission at 8:45 p.m.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, LLC. for  
Tami Bergeron, Administrative Assistant-Planning



# **PLANNING COMMISSION**

## **WEDNESDAY, APRIL 14, 2021**

### **II. WORK SESSIONS**

A. Middle Housing (Pauly) (45 Minutes)



## PLANNING COMMISSION WORK SESSION STAFF REPORT

<b>Meeting Date:</b> April 14, 2021		<b>Subject:</b> Middle Housing in Wilsonville Project	
		<b>Staff Member:</b> Daniel Pauly, Planning Manager	
		<b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Provide additional project guidance			
<b>Recommended Language for Motion:</b> N/A			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities: Thoughtful, Inclusive Built Environment; Equitable housing study and develop affordable housing strategies	<input type="checkbox"/> Adopted Master Plan(s):	<input type="checkbox"/> Not Applicable	

### ISSUE BEFORE PLANNING COMMISSION:

Review a number of outstanding questions regarding development code and policy for the Middle Housing in Wilsonville project. Provide the direction sought by the project team to support the continued development of a recommended package of updates.

## EXECUTIVE SUMMARY:

The City is undertaking a project to update rules related to the allowance of middle housing. Middle housing includes housing types where a few homes are on one lot (duplex, triplex) and where homes are on separate lots that share a common wall (townhouses). The project is driven by updates to state law as well as local equitable housing policy. This will be the Planning Commission's fifth work session on the topic. Since the last work session with the Commission, the project team held two Spanish-language focus groups, launched an online survey, and continued work to develop a recommended package of updates to the City development code and policies based on the feedback received.

To assist the project team, Planning Commission, City Council, and the public to understand the package of updates and help focus attention on the updates in need of the most attention, the project team categorized the updates. The following four categories will be used throughout the remainder of the project:

**Category 1:** Direct requirement for state compliance, no significant local flexibility.

**Category 2:** Indirect requirement for state compliance, no significant local flexibility. These updates make middle housing development feasible or acknowledge allowance of middle housing.

**Category 3:** Requirement of state compliance with local flexibility.

**Category 4:** Not necessary for compliance or feasibility and not directly related to middle housing. Includes technical code fixes and updates to the broader residential parking policy not required by the state. These updates are included out of convenience since much of the residential code is already being amended.

The project team has been moving forward with drafting and refining Category 1 and 2 updates based on the audits completed. The project team will share an updated draft up these updates with the Commission in May.

This April work session will focus on Category 3 updates that need further direction from the Planning Commission before the project team can proceed with further drafting or refining of proposed amendments. Additional outreach through *Let's Talk, Wilsonville!* is also seeking community input on other outstanding Category 3 and 4 questions, which will further refine the draft policies the team will present to the Commission in May. Below, staff have provided a brief explanation for each Category 3 amendment the Commission will be discussing at the April 14 work session, along with a draft staff recommendation and an evaluation of how the recommendation supports the desired project outcomes. As a reminder the desired outcomes of the project are included below.

### Desired Project Outcomes

- Support the vision of a thoughtful, inclusive built environment.
- Comply with House Bill 2001 and related administrative rules adopted by the Land Conservation and Development Commission.

- Increase the opportunity for the development of more middle housing to help meet the housing needs of our diverse community.
- Public outreach to inform middle housing design, particularly from historically marginalized communities of color.
- Create standards that have a high likelihood for use by developers/property owners and result in actual development of middle housing.
- Update infrastructure plans, as needed, to support additional middle housing production.
- Understand options for infrastructure financing related to middle housing.
- Evaluate and update parking strategies and policies to minimize parking congestion.

**Frog Pond Compliance Options:** HB 2001 requires the City increase the overall density in the master plan area from approximately 6.7 dwelling units per net acre to at least 8 dwelling units per net acre. Feedback emphasized doing so in a way that enables flexibility for middle housing and most closely follows the 2017 Frog Pond West Master Plan. Thus, previous work sessions covered 3 potential options as follows:

- Option 1 Allow duplexes on all lots as required by House Bill 2001, essentially doubling allowed density.
- Option 2 In addition to Option 1 allow a specified amount of middle housing units to reach the required 8 units per acre.
- Option 3 Allow all middle housing types throughout Frog Pond West greatly increasing allowed density.

Previous Council and Planning Commission work sessions leaned towards Option 2 with some remaining interest in Option 1. However, Option 1 is no longer a valid option. Initial discussions between City staff and staff with the State Department of Land Conservation and Development (DLCD) indicated Option 1 may be an option. However, in an official response published on March 29 DLCD indicated Option 1 does not work as duplexes cannot be counted towards allowed density. This leaves some version of Option 2 as the remaining supported option to pursue.

There are different ways to implement Option 2, which is the key policy question for the Planning Commission. The Option 2 approach will only impact areas of Frog Pond West that do not yet have land use approvals, and thus have the possibility to add units during initial development. The area without land use approvals (see Attachment 1) is currently planned for a maximum of 278 units. The increase to the maximum allowed of approximately 125 units would be a 45% increase in units if built to the maximum.

The main tools that can be used to allow additional units are: (1) modifying current code to allow additional units under current subdistrict designations, with an option to limit that allowance to middle housing types, or (2) to re-designate subdistricts up to the next level of density (i.e. R-10 subdistricts to R-7, R-7 subdistricts to R-5) and potentially some up two levels. In previous work sessions, the Planning Commission has given direction to focus additional housing units on middle housing and require rather than just allow middle housing to ensure production happens in support of desired project outcomes and the Equitable Housing Strategic Plan.

*Staff recommendation:* Based on feedback to date, the current draft staff recommendation is to modify current code to require additional middle housing units under current subdistrict designations and not to change subdistrict designations.

Currently the R-5 subdistricts require 10% of units be duplexes or 2-unit townhouses. The recommendation is to expand upon this approach requiring a percentage of middle housing in all remaining subdistricts, including adding a requirement to R-7 and R-10 subdistricts. The required middle housing types and percentages would vary as appropriate to maintain a similar look and feel of the subdistricts as to what could be built per the 2017 Master Plan. For example, there would be more of an emphasis on detached middle housing types like cluster housing in the R-10 large lot subdistricts while more attached middle housing would be allowed in R-5 small lot subdistricts. See next item regarding unit types and design standards for more information on these options and recommendations.

This recommended approach will lead to more thoughtfully integrated middle housing directly supportive of the following desired project outcomes:

- Thoughtful/inclusive built environment
- Opportunity for middle housing development for diverse housing needs
- Supportive of input received from marginalized communities of color
- Likelihood of use/actual development

**Frog Pond West Unit Types and Design Standards:** The Commission, City Council, and community members have provided feedback on desired middle housing types in Frog Pond West and the desire for them to blend in seamlessly with the neighborhood. To help determine which middle housing types are most appropriate for each subdistrict type, it is important to understand and examine the existing applicable design standards in Frog Pond West, starting with the existing residential design menu. Per state requirements, design standards applied to middle housing must also apply to single-family homes.

Overall, the existing design menu functions fairly well for middle housing. The project team is exploring additional requirements to further support the blending of single-family detached and middle housing into the neighborhood, such as the number of street facing entries and driveway configuration. Some of these ideas will be presented at the work session for discussion, others are awaiting additional feedback from the community via the online survey.

*Staff recommendation:* The project team recommends maximizing flexibility of middle housing unit types in the various subdistricts as long as design standards ensure compatibility of the allowed middle housing types. The more middle housing is limited beyond duplexes and 2-unit townhouses, the more difficult it is to meet the additional density allowance required by the State.

This flexible, but thoughtful, context-sensitive approach to middle housing allowance and design in Frog Pond West directly supports the following desired outcomes, while other alternatives do not better meet any of the desired outcomes:

- Thoughtful/inclusive built environment
- Opportunity for middle housing development for diverse housing needs

- Supportive of input received from marginalized communities of color

**Old Town Zoning:** A number of lots in the Old Town Neighborhood currently are zoned RA-H requiring a rezoning for middle housing development. The current approach to requiring a zone map amendment for development of middle housing, but not a single-family home, is not consistent with HB 2001 and other desired outcomes for this project. The 2011 Old Town Neighborhood Plan called for creating a new Old Town Residential Zone to replace the antiquated zoning approach for much of the residential area of Old Town. Previously the project team presented three options to address this Old Town zoning issue:

- Option 1. Modify the RA-H Zone language to allow middle housing under Old Town specific circumstances.
- Option 2. Create a new Old Town Residential Zone based on the Residential Zone and apply to RA-H zoned residential lots in Old Town
- Option 3. Create a new Old Town Residential Zone as described in 2 above, but only conditionally rezone making the zoning only come into effect if requested by property owner.

*Staff recommendation:* From previous Planning Commission discussions and meeting with Old Town neighbors Option 3 is not desirable. Based on those discussions, the project team recommends Option 2, establish an Old Town Residential Zone to provide for the required administrative review of both single-family and middle housing and also keep the existing Old Town Residential Design Standards to the greatest extent possible. An initial draft of the new zoning text is attached (see Attachment 2).

This approach best meets the following project objectives, while other options do not better meet any project objectives:

- Thoughtful/inclusive built environment
- House Bill 2001 compliance
- Opportunity for middle housing development for diverse housing needs
- Likelihood of use/actual development

**Extent of Detached Middle Housing:** The state only requires the City to allow certain attached middle housing unit types and cottage clusters, but the City may elect to allow detached middle housing units comparable to the attached housing units. To date there has been general support for allowing the City's middle housing definition to include multiple detached units developed on a single parcel to provide flexibility and more opportunities for middle housing. Input received to date, including through the Latinx focus group, generally gives preference to detached housing units.

*Staff recommendation:* The project team recommends broadly allowing detached middle housing units (cluster housing) the same as attached middle housing units, while considering whether there are circumstances, as these updates continue to develop, where there may be compelling reasons to limit middle housing to attached units only. The project team notes during the Latinx focus groups there was a noted interest in less expensive detached housing options. Some concern exists that detached housing units could replace potentially more affordable attached



housing units. In addition, attached units reduce land consumption, which could result in more space for yards, larger or additional units, and parking.

The flexibility of allowing both detached and attached middle housing better supports the following desired outcomes, while other project outcomes are similarly met by restricting detached middle housing:

- Opportunity for middle housing development for diverse housing needs
- Supportive of input received from marginalized communities of color
- Likelihood of actual use/development

**ADUs for Certain Townhouses:** Wilsonville currently allows ADUs for “attached single-family” as well as for detached single-family homes. What is currently called “attached single-family” in the City’s code meets the state definition of townhouse as they are attached housing units on their own lot. The project team does not see a compelling reason to change this allowance and recommends continuing to allow ADUs for this “attached single-family” category by stating that ADUs are allowed for townhouses where the lot size meet the minimum for the zone for single-family and duplexes.

The flexibility of allowing ADUs for certain townhouses similar to current City code better supports the following desired outcomes, while other project outcomes are similarly met by restricting ADUs:

- Opportunity for middle housing development for diverse housing needs
- Supportive of input received from marginalized communities of color
- Likelihood of actual use/development

### **Discussion Items**

In summary, the project team requests the Commission’s discussion at the work session, and feedback for staff, to focus on the following five recommendations pertaining to key policy decisions. Confirmation on policy direction from the Commission will allow the project team to refine draft development code amendments and other updates for the Commission’s consideration at upcoming meetings:

1. Require a percentage of middle housing in all remaining subdistricts without land use approvals in Frog Pond West, including adding a requirement to R-7 and R-10 subdistricts. The required middle housing types and percentages will vary to match the context of the various subdistrict types.
2. Maximize flexibility of middle housing types in each subdistrict type in Frog Pond West with design standards ensuring a look and feel consistent with the Frog Pond West Master Plan.
3. Develop text for a new Old Town Residential Zone and prepare for a legislative rezone of most residential properties in Old Town as part of this project’s adoption package.
4. Write development code standards that broadly allows detached middle housing units the same as attached middle housing units.
5. Keep standards similar to existing regarding allowing ADU’s for townhouses.

**EXPECTED RESULTS:**

Gather additional feedback and direction from the Planning Commission to continue to guide the Middle Housing in Wilsonville Project.

**TIMELINE:**

The Planning Commission will participate in a number of work sessions over the coming months to provide project feedback. The City Council will also review during work sessions over the coming months. The proposed amendments to design standards, the City's Development Code, Comprehensive Plan and Master Plans will be further refined over the spring through public input and additional work sessions. Public hearings and recommendation to City Council are anticipated by late summer/early fall 2021.

**CURRENT YEAR BUDGET IMPACTS:**

The main consultant contract is for \$125,000. \$95,000 is covered by a grant from the Oregon Department of Land Conservation and Development (DLCD). The remaining amount is covered by funds budgeted in the City's FY 2020-2021 Budget. Specific outreach to the Latinx community and other historically marginalized communities is funded by an \$81,200 Metro grant.

**COMMUNITY INVOLVEMENT PROCESS:**

Community outreach has begun and will continue until late spring and into summer as needed, including to the Latinx community supported by a Metro Community Engagement Grant. Opportunities to engage have included community meetings, stakeholder meetings, focus groups, online surveys, and other online materials. Having completed the first round of outreach, the project team is working on additional targeted outreach to answer specific project questions. A key online survey is currently active on *Let's Talk, Wilsonville!* Additional outreach and stakeholder meetings are planned in June to review a complete package of proposed changes prior to moving forward with public hearings.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

A greater amount of middle housing in neighborhoods meeting standards with broad community support. A greater amount of middle housing will create more housing opportunities for a variety of incomes, needs, and preferences.

**ALTERNATIVES:**

The Commission may recommend additional or modified approaches that help the City achieve compliance with House Bill 2001 and implement a key strategy from the Equitable Housing Strategic Plan. If the City does not adopt compliant standards by June 30, 2022, a state model code will come into effect for Wilsonville.

**ATTACHMENTS:**

- Attachment 1 Frog Pond West Unit Count Map and Table
- Attachment 2 Draft new Old Town Residential Zone Text

Attachment 1 Map and Table Frog Pond West Unit Count

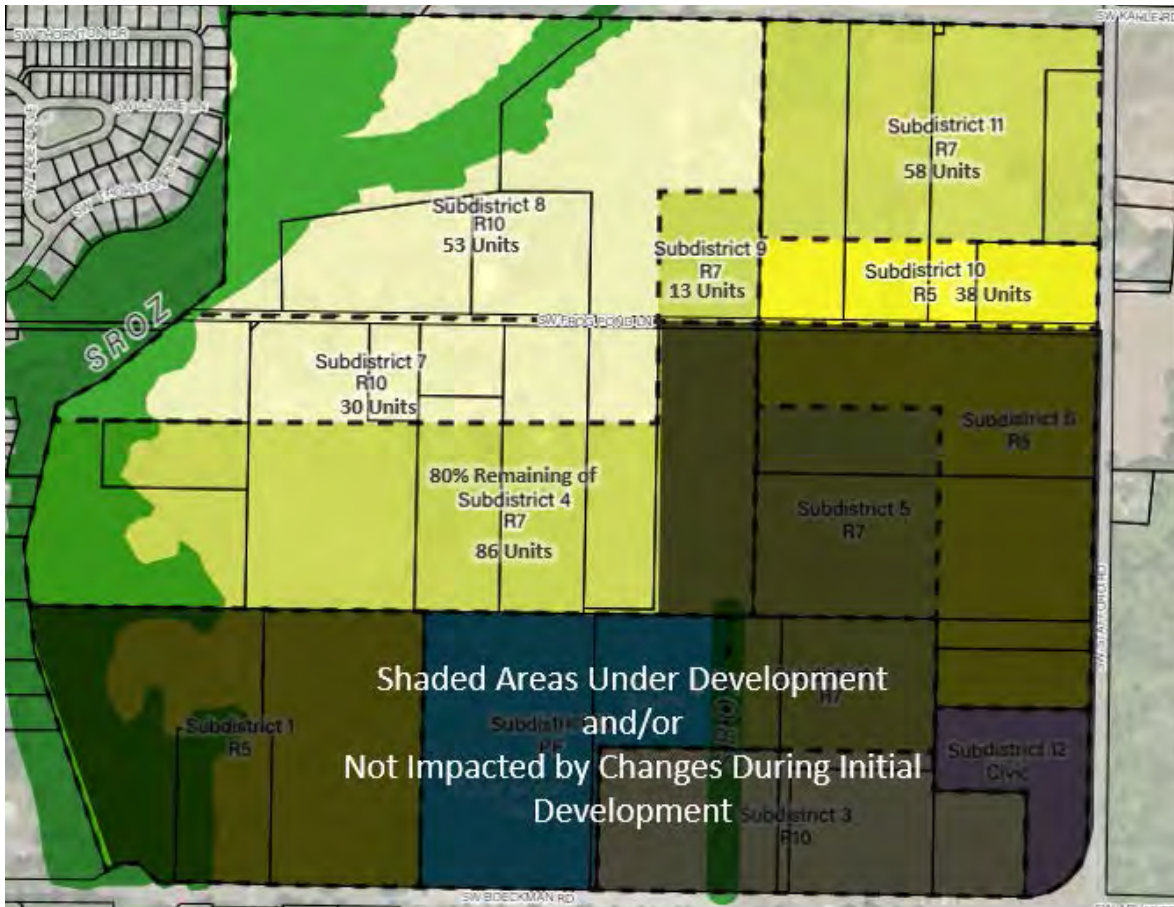


Figure 1. Map of Subdistricts without Land Use Approvals with Maximum Number of Units Allowed per 2017 Frog Pond West Master Plan

Table 1. Maximum Units Per 2017 Frog Pond West Master Plan for Subdistricts Without Land Use Approvals by Subdistrict and Subdistrict Type

<b><i>Subdistricts</i></b>	<b><i>Maximum Units Per 2017 Master Plan</i></b>
<b>R10 Large Lot Subdistricts</b>	
Subdistrict 7	30
Subdistrict 8	53
<b>Subdistrict Type Total</b>	<b>83</b>
<b>R7 Medium Lot Subdistricts</b>	
Subdistrict 4 (part)	86
Subdistrict 9	13
Subdistrict 11	58
<b>Subdistrict Type Total</b>	<b>157</b>
<b>R5 Small Lot Subdistrict</b>	
Subdistrict 10	38
<b>Subdistrict Type Total</b>	<b>38</b>

**Section 4.123. Old Town Residential (OTR) Zone.**

- (.01) Purpose: The purpose of this zone is to provide for standards and a simplified review process for small-scale residential development in the Old Town Neighborhood. Developments in the 'OTR' zone are not intended to be Planned Developments.
- (.02) Residential Densities: This zone falls within the 6-7 units per acre Comprehensive Plan Density Range district thus allowing a maximum of 7.5 units per acre of Gross Development Area and requiring a minimum of 6 units per acre of Gross Development Area. The following are exceptions from the density requirements:
- A. Accessory Dwelling Units are not included in calculating density.
  - B. Duplexes, Triplexes, Quadplexes, and Cluster Housing are not included in calculating density beyond 1 unit per lot.
  - C. For Townhouses, the maximum net density is 25 units per acre.
- (.04) Principal Uses Permitted:
- A. Single-Family Dwelling Units.
  - B. Middle Housing.
- (.05) Accessory Uses Permitted to Single-Family Dwelling Units and Middle Housing:
- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, including accessory dwelling units subject to the standards of Subsection 4.113 (.10).
  - B. Home occupations.
  - C. A private garage or parking area.
  - F. Accessory buildings and uses shall conform to front and side yard setback requirements. If a non-dwelling unit accessory building is detached and located behind the rear most line of the main buildings, the side-yard setback may be reduced by half. In no case shall a setback less than three (3) feet..
- (.07) Lot Standards:
- A. Minimum lot width at building line: Thirty-five (35) feet, except as provided in 1. below.
    - 1. There is no minimum lot width for individual townhouse lots. The total cumulative lot width for townhouses attached to each must be at least 35 feet.
  - B. Minimum street frontage of lot:

Attachment 2 Draft new Old Town Residential Zone Text

1. For townhouses: Twenty (20) feet.
2. For all other housing types: Thirty-five (35) feet.

C. Minimum lot size:

1. For single-family dwelling units, duplexes, and two-unit cluster housing: 3000 square feet.
2. For triplexes and 3-unit cluster housing: 5,000 square feet.
3. For quadplexes, 4-unit cluster housing, and cottage clusters: 7,000 square feet.
4. For individual townhouse lots: 1,250 square feet; however, the cumulative area of lots for all townhouses attached to each other shall be as follows:
  - a. For 2 attached units: minimum 3,000 square feet
  - b. For 3 attached units: minimum 5,000 square feet
  - c. For 4 attached units: minimum 7,000 square feet.

(.08) Design and Siting Standards:

- A. Development shall comply (except as noted in 1. and 2. below) with the standards of the Old Town Residential Design Standards Book including but not limited to architectural design, height, setbacks, and lot coverage.
  1. An applicant for a remodel of and/or addition to structures existing prior to December 1, 2017 may elect to match the existing design of the structure rather than comply with the architectural design standards of the Old Town Residential Design Standards Book if all of the following are met:
    - a. The height of the structure remains the same and any additions do not exceed the height of the existing structure;
    - b. The roof pitch on the existing portion of the structure remains the same and is matched for additions involving facades facing a street or public open space;
    - c. All exterior materials are substantially similar in style and texture to the existing materials on the structure;
    - d. For facades of the structure facing a street or public open space (does not include alleys) all architectural elements, such as windows, doors, porches, dormers, details, etc. are kept the same, or in the case of extending out a wall during an addition, reproduced; and

Attachment 2 Draft new Old Town Residential Zone Text

- e. Setbacks and lot coverage set in the Old Town Residential Design Standards are met or maintain current legal non-conforming status.
  2. Accessory structures less than 120 square feet and 10 feet in height are not subject to the Old Town Residential Design Standards but rather the standards of the underlying zone.
- B. The following standards shall apply to Accessory Dwelling Units (ADU's) within the "OTR" Zone to ensure smaller bulk of residential buildings consistent with the historic character of the neighborhood. Where these standards differ from those of Subsection 4.113 (.10), including size and design, these standards take precedence. All other standards of Subsection 4.113 (.10), including but not limited to number of ADU's and review process, continue to apply.
1. Size: ADU's shall not exceed 600 square feet of living space.
  2. Design: ADU's shall be substantially the same exterior design and architecture (i.e. siding, windows, color, roof pitch, doors and roofing materials) as the primary dwelling unit on the property. ADU's shall be either:
    - a. Detached single-story structures; or
    - b. Over a detached garage meeting the following requirements:
      - i. The garage/ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
      - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.
- D. Rather than meet the standards prescribed above, applicants may elect to go through a Site Design review process before the Development Review Board for any housing type which include requirements to meet standards in Subsection 4.138 (.05).



# PLANNING COMMISSION

## WEDNESDAY, APRIL 14, 2021

### III. INFORMATIONAL

- A. City Council Action Minutes (March 1 & 15, 2021)  
*(No staff presentation)*

City Council Meeting Action Minutes  
March 1, 2021

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan  
Councilor West  
Councilor Linville

Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Beth Wolf, Senior Systems Analyst  
Andy Stone, IT Director  
Zoe Monahan, Assistant to the City Manager  
Zach Weigel, Capital Projects Engineering Manager  
Khoi Le, Development Engineering Manager  
Cathy Rodocker, Finance Director  
Keith Katko, Assistant Finance Director

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:00 p.m.</b>
A. Transportation Performance Evaluation Report	Staff shared summary data from the recent transportation performance monitoring report.
B. DEI Bylaws Introduction	Council provided feedback on draft bylaws for the Diversity, Equity and Inclusion (DEI) Committee.
C. 5th Street/Kinsman Road Extension Update	Staff heard a presentation on Resolution No. 2881 and URA Resolution No. 314. Both resolutions authorize the City Manager to execute a construction contract with Moore Excavation, Inc. for construction of the 5th Street / Kinsman Road extension project.
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
B. Draft Mayor's Letter to Rep. Courtney Neron, RE Request for Legislation in 2021 Legislative Session to Implement Next Phase in ODOT's Proposed I-5 Boone Bridge and Seismic Improvement Project	The Mayor explained the letter before them supports the next phase of design for ODOT's proposed I-5 Boone Bridge.
<u>Communications</u>	
A. "Solar Harvest" Project at OSU's North Willamette Research and Extension Center (NWREC), Aurora	OSU's NWREC team informed Council of the Solar Harvest Project.



Consent Agenda

The Consent Agenda was approved 5-0.

A. **Resolution No. 2873**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Autumn Park Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

B. **Resolution No. 2874**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Charleston Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

C. **Resolution No. 2875**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Creekside Woods LP, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

D. **Resolution No. 2876**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Rain Garden Limited Partnership, A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.

E. **Resolution No. 2877**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 to ORS 307.548 For Wiedemann Park, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.

F. **Resolution No. 2881**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Moore Excavation, Inc. For Construction Of The 5th Street / Kinsman Road Extension Project.

G. Minutes of the February 18, 2021 City Council meeting.

New Business

A. None.

Continuing Business

A. None.

<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	Provided an update on the ice storm debris clean efforts.
<u>Legal Business</u>	No report.
<b>URBAN RENEWAL AGENCY</b>	
<u>URA Consent Agenda</u> A. <b><u>URA Resolution No. 314</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Board Authorizing The City Manager To Execute A Construction Contract With Moore Excavation, Inc. For Construction Of The 5th Street / Kinsman Road Extension Project.  B. Minutes of the February 18, 2021 URA Meeting.	The URA Consent Agenda was approved 5-0.
<u>New Business</u> A. None.	
<u>URA Public Hearing</u> A. None.	
<b>ADJOURN</b>	7:51 p.m.

City Council Meeting Action Minutes  
March 15, 2021

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan  
Councilor West - Excused  
Councilor Linville

Scott Simonton, Fleet Services Manager  
Kim Rybold, Senior Planner  
Zach Weigel, Capital Projects Engineering Manager  
Andy Stone, IT Director  
Dan Carlson, Building Official  
Ryan Adams, Assistant City Attorney  
Zoe Monahan, Assistant to the City Manager  
Mark Ottenad, Public/Government Affairs Director  
Dan Carlson, Building Official  
Ryan Adams, Assistant City Attorney  
Kerry Rappold, Natural Resources Manager  
Chris Neamtzu, Community Development Director  
Miranda Bateschell, Planning Director  
Dwight Brashear, Transit Director

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Beth Wolf, Senior Systems Analyst  
Keith Katko, Assistant Finance Director

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:07 p.m.</b>
A. I-5 Pedestrian Bridge Project Update	Staff provided an update on the progress of bridge and plaza design.
B. 2021 Legislative Redistricting	Council directed staff to urge legislators to consider including the City of Wilsonville within one district of U.S. Congress, the Oregon House and the Oregon Senate as redistricting occurs.
C. Adoption of Building Code Changes & Adoption of Fire Codes Changes	Staff presented on Resolution No. 2883, which adopts the Oregon Plumbing Specialty Code, and Oregon Electrical Specialty Code and Resolution No. 2884, which approves and applies the Tualatin Valley Fire & Rescue Fire Prevention Code in Wilsonville.
D. Purchase of One (1) 35' Electric Transit Bus	Council was informed of Resolution No. 2885, which authorizes SMART to purchase one 35' battery electric bus and charging equipment from Proterra, Inc.
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.

<p><u>Communications</u></p> <p>A. Soaring Spirits Crane Installation</p> <p>B. Presentation of Republic Services 2020 Bi-Annual Report, July-Dec 2020</p> <p>C. EPA Final Action On Revised Willamette Basin Mercury Total Maximum Daily Load Letter</p>	<p>Linda Moulton shared details of her recent collaboration with the City and the community to produce the “Soaring Spirits” display at the Park &amp; Recreation Administration Building.</p> <p>Republic Services shared their bi-annual report, which summarizes operations between July to December of 2020.</p> <p>Staff updated Council on actions to be taken to meet DEQ’s directive to limit mercury pollution in the Willamette River.</p>
<p><u>Consent Agenda</u></p> <p>A. <b><u>Resolution No. 2882</u></b> A Resolution And Order Amending Resolution No. 2870 To Further Extend The Local State Of Emergency And Emergency Measures, As Authorized By Resolution No. 2803.</p> <p>B. <b><u>Resolution No. 2883</u></b> A Resolution Of The City Of Wilsonville Adopting The Oregon Plumbing Specialty Code, And Oregon Electrical Specialty Code.</p> <p>C. <b><u>Resolution No. 2884</u></b> A Resolution Approving And Applying The Tualatin Valley Fire And Rescue Fire Prevention Code In The City Of Wilsonville.</p> <p>D. <b><u>Resolution No. 2885</u></b> A Resolution Of The City Of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To Purchase One 35’ Battery Electric Bus And Charging Equipment From Proterra, Inc.</p> <p>E. <b><u>Resolution No. 2889</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Agreement For Provision Of Preliminary Engineering Services In Connection With Grade Crossing Improvements With Portland &amp; Western Railroad For Phase II – Preliminary Engineering And Construction Engineering Inspection Services For The 5th Street Railroad Crossing Work Associated With The 5th Street / Kinsman Road Extension Project.</p> <p>F. Minutes of the March 1, 2021 City Council Meeting.</p>	<p>The consent agenda was approved 4-0.</p>

<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. <b><u>Resolution No. 2886</u></b> A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2020-21.	After a public hearing was conducted, Resolution No. 2886 was approved 4-0.
<u>City Manager's Business</u>	Announced the Wilsonville-Metro Community Enhancement Committee grant cycle was closed and shared next steps.  Mentioned the opportunity to use Safe Routes to School virtual backgrounds to promote their new campaign as kids head back to school.
<u>Legal Business</u>	Council concurred the City should continue with enforcement regarding the immediate cease, desist and remove order for a violation of a poll placement in the City without a building permit nor building inspection.
<b>URBAN RENEWAL AGENCY</b>	
<u>URA Consent Agenda</u> A. <b><u>URA Resolution No. 316</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Board Authorizing The City Manager To Execute An Agreement For Provision Of Preliminary Engineering Services In Connection With Grade Crossing Improvements With Portland & Western Railroad For Phase II – Preliminary Engineering And Construction Engineering Inspection Services For The 5th Street Railroad Crossing Work Associated With The 5th Street / Kinsman Road Extension Project.  B. Minutes of the March 1, 2021 URA Meeting.	The URA consent agenda was approved 4-0.
<u>New Business</u> A. None.	
<u>URA Public Hearing</u> A. None.	
<b>ADJOURN</b>	8:27 p.m.



**PLANNING COMMISSION**  
**WEDNESDAY, APRIL 14, 2021**

**III. INFORMATIONAL**

- B. 2021 PC Work Program  
*(No staff presentation)*

# 2021 DRAFT PC WORK PROGRAM SCHEDULE

Updated: 04.05.2021

AGENDA ITEMS			
Date	Informational	Work Sessions	Public Hearings
<b>JANUARY 13</b>		<ul style="list-style-type: none"> <li>• Middle Housing</li> </ul>	
<b>FEBRUARY 10</b>	<ul style="list-style-type: none"> <li>• Transportation Performance Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Middle Housing</li> </ul>	
<b>MARCH 10</b>		<ul style="list-style-type: none"> <li>• Town Center Streetscape Plan</li> <li>• I-5 Bike Ped Bridge</li> <li>• Middle Housing</li> </ul>	
<b>APRIL 14</b>		<ul style="list-style-type: none"> <li>• Middle Housing</li> </ul>	
<b>MAY 12</b>	<ul style="list-style-type: none"> <li>• Annual Housing Report</li> </ul>	<ul style="list-style-type: none"> <li>• Town Center Streetscape Plan</li> <li>• Middle Housing</li> </ul>	
<b>JUNE 9</b>		<ul style="list-style-type: none"> <li>• Equitable Housing Action 1A</li> <li>• Frog Pond Master Plan</li> </ul>	<ul style="list-style-type: none"> <li>• WIN Program Urban Renewal Plan</li> </ul>
<b>JULY 14</b>		<ul style="list-style-type: none"> <li>• Middle Housing</li> <li>• Town Center Infrastructure Funding Strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Town Center Streetscape Plan</li> </ul>
<b>AUGUST 11</b>		<ul style="list-style-type: none"> <li>• Middle Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Urban Forestry Management Plan</li> </ul>
<b>SEPTEMBER 8</b>		<ul style="list-style-type: none"> <li>• Town Center Infrastructure Funding Strategy</li> <li>• I-5 Bike Ped Bridge</li> </ul>	<ul style="list-style-type: none"> <li>• Middle Housing</li> </ul>
<b>OCTOBER 13</b>			
<b>NOVEMBER 10</b>			
<b>DECEMBER 8</b>		<ul style="list-style-type: none"> <li>• Frog Pond Master Plan</li> </ul>	
<b>JAN. 12, 2022</b>			
<b>2021 Projects</b>		<b>Future/Potential Fill In Projects</b>	
<ul style="list-style-type: none"> <li style="width: 50%;">• TC Streetscape Plan</li> <li style="width: 50%;">• Urban Forestry Mgmt Plan</li> <li style="width: 50%;">• TC Programming Plan</li> <li style="width: 50%;">• I-5 Bike/Pedestrian Bridge</li> <li style="width: 50%;">• TC Ec Dev/Business Retention</li> <li style="width: 50%;">• TC Finance Plan</li> <li style="width: 50%;">• Middle Housing</li> </ul>		<ul style="list-style-type: none"> <li style="width: 50%;">• Recreation in Industrial Zones</li> <li style="width: 50%;">• Mobile Food Vendor Standards</li> <li style="width: 50%;">• Small Wireless updates</li> <li style="width: 50%;">• Basalt Creek Zoning</li> <li style="width: 50%;">• Basalt Creek Infra.</li> </ul>	

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